



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

L9 P23 R4074 HWY 596 - Box 109

Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/01

Customer Relations Specialists

Job ID	39-7E-5B-58-69-B5	
Web Address	https://careers.indigenous.link/viewjob?jobname=39-7E-5B-58-69-B5	
Company	Canada Life	
Location	Hybrid - Toronto, London, Montreal and Winnipeg OR Canada-wide remote, Across Canada	
Date Posted	From: 2024-03-07	To: 2024-09-03
Job	Type: Full-time	Category: Service Sector
Languages	Bilingual (French/English) Is An Asset	

Description

As a Customer Relations Specialist in our Group Customer Contact Services department you'll be responsible for providing courteous, accurate and timely responses to incoming benefit inquiries. This is an extremely important role within the Canada Life team as you are often the first point of contact for plan members with questions. We are looking for candidates with superior customer service skills and comfortable with learning / navigating through multiple complex computer systems. There will be a five week paid training program at the start of employment. This position is hybrid preferred (Toronto, London, Montreal and Winnipeg), but does have flexibility to be remote Canada-wide.

As you will be handling Federal government claims, there is a requirement for a Reliability Status security clearance - this is a personnel security status that is required before an employee can gain access to Protected B information, assets or work sites as outlined by the Government of Canada website. More information here: Reliability status request process - Personnel security screening processes - Personnel security screening - Security requirements for contracting with the Government of Canada - Canada.ca (tpsgc-pwgsc.gc.ca)

Hours: This department operates from 6:30am to 8pm (EST), Monday to Friday - no late evenings and no weekends!

Comprehensive Total Rewards Package:

â€¢ Salary Range \$42,000 - \$49,000 (based on location)

â€¢ Bonus plan based on your individual performance

â€¢ Full time hours

â€¢ Paid six-week training program

â€¢ Three paid Personal days and paid vacation.

â€¢ Excellent benefits

â€¢ Pension plan

â€¢ Option to participate in the Share Ownership Program

â€¢ Bonus plan based on your individual performance

â€¢ Education reimbursement program \$2,000 (annually)

â€¢ Career advancement options

â€¢ Being a part of a great team!

Other

As you will be handling Federal government claims, there is a requirement for a Reliability Status security clearance - this is a personnel security status that is required before an employee can gain access to Protected B information, assets or work sites as outlined by the Government of Canada website. More information here: Reliability status request process - Personnel security screening processes - Personnel security screening - Security requirements for contracting with the Government of Canada - Canada.ca (tpsgc-pwgsc.gc.ca)

How to Apply

Click "Apply Now"

Once applied, please send an email to Nikki Vieira, DEI Talent Acquisition Partner (Nikki.Vieira@canadalife.com).